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Recommendations

Faculty Senate

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5-23-1994

SR-93-94-62R(FPC)

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FACULTY PERSONNEL COMMITTEE  
RECOMMENDATION

**SR-93-94-62R(FPC)**

To adopt the attached "ANNUAL EVALUATION OF DEANS" form.

**RATIONALE:** The intent of this form is to help establish an effective and consistent process for evaluating Deans. The revised form has adopted recommendations from the Deans' Council.

**FACULTY SENATE PRESIDENT:**

APPROVED  
BY SENATE: Bertram W. Gross DATE: 5/23/94

DISAPPROVED  
BY SENATE: \_\_\_\_\_ DATE: \_\_\_\_\_

**UNIVERSITY PRESIDENT:**

APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_

DISAPPROVED: [Signature] DATE: 5/31/94

**COMMENTS:**

Amended on the Senate floor to add the following statement as item no. 4 under

Procedures for evaluation of Deans: The Vice President for Academic Affairs will

disseminate to the appropriate departments/divisions a summary of the evaluation.

Note: I will bring a  
more comprehensive proposal  
to the Faculty in the  
Fall.

WG

**SR-93-94-62R(FPC)**

# ANNUAL EVALUATION OF DEANS

MARSHALL UNIVERSITY

COLLEGE \_\_\_\_\_

## *Procedures for evaluation of Deans*

1. *The Vice President of Academic Affairs will distribute the "Annual Evaluation of Deans" form to faculty members by April 1.*
2. *Completed evaluations should be returned by April 15 to the Vice President of Academic Affairs.*
3. *The Vice President of Academic Affairs will discuss the content of the evaluations with the appropriate Dean.*
4. *The Vice President for Academic Affairs will disseminate to the appropriate departments/divisions a summary of the evaluation.*

**INSTRUCTIONS:** Rate performance of the dean by indicating the number that most closely corresponds with the Dean's performance. Do not sign this form or in any way identify yourself except as:

\_\_\_\_ Faculty Member    \_\_\_\_ Department Chair    \_\_\_\_ Coordinator    \_\_\_\_ Division Chair

Record your rating with the numbers 5 through 1 using the following criteria:

5 = OUTSTANDING, 4 = GOOD, 3 = SATISFACTORY, 2 = NEEDS IMPROVEMENT, 1 = UNSATISFACTORY, N = NO BASIS FOR JUDGMENT. Return this form to the Vice-President of Academic Affairs.

Rating 5 4 3 2 1 N	Performance	Remarks (Use back if necessary)
	Is available for advice and consultation	
	Solicits opinions and suggestions from others, welcomes new ideas, accepts opposing viewpoints.	
	Resolves conflicts effectively.	
	Allocates resources received effectively and impartially.	
	Negotiates effectively for college's position on committees.	
	Negotiates effectively for the college with the university administration for college funding from the budget and from the Marshall Foundation.	

Rating 5 4 3 2 1 N	Performance	Remarks (Use back if necessary)
	Communicates and disseminates information effectively.	
	Is able to make necessary decisions even when they are not popular within the unit.	
	Actively supports faculty/staff professional development.	
	Shows evidence of commitment and dedication to job.	
	Provides appropriate recognition for good performance.	
	Allows members of the college to work without undue interference.	
	Acts fairly, consistently and honestly in dealing with members of the college.	
	Shows concern for the working conditions and well-being of members of the college.	
	Represents college effectively with groups external to the university, including fund raising activities.	
	Encourages innovation and development of new ideas/research.	
	Exhibits appropriate professional behavior.	
	Possesses appropriate knowledge for the position.	
	Rating of overall job performance.	

Major strengths of dean \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Major weaknesses of dean \_\_\_\_\_

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\_\_\_\_\_